

Inmacs Limited

Policy regarding treatment of INACTIVE ACCOUNTS

INACTIVE ACCOUNTS: Where no transaction has taken place in client's account (Trading/Demat) during the last 2 years from the date of last transaction, then it will be considered as inactive / dormant account.

Background:

SEBI vide circular no. dated December 3, 2009 and National Stock Exchange vide circular no. NSE/INSP/13606 dated December 3, 2009 and NSE/INSP/14048 dated February 3, 2010 directed that a policy be framed by stock brokers to deal with the inactive/dormant accounts.

CONSEQUENCES OF INACTIVE ACCOUNT: On a client being declared inactive,

- (1) The client's funds and security account shall be settled.
- (2) The account of the client shall be locked and the client shall not be permitted to execute a fresh transaction in the account.

CLIENT DECLARED INACTIVE VOLUNTARILY:

A client may write to Inmacs Limited stating that he wishes to transfer his account into an "inactive" status, based on which the account will be marked as such.

CLIENT DECLARED INACTIVE BY PASSAGE OF TIME:

Any client who has not traded continually for a period of 2 years and has also not renewed his running account authorization for 2 continuous years will automatically be moved to the "inactive" category.

CLIENT DECLARED INACTIVE BY LAW:

Any client will be moved to the "inactive" category if required by law.

CLIENT DECLARED INCATIVE FOR DELAY IN PAYMENTS

The provisions of dormant account are applied in case of constant delay in payments.

PROCEDURE TO ACTIVATE THE LOCKED CLIENT ACCOUNT:

- ✓ An e-mail request to reactive the account and process the transaction. or
- ✓ A written request to reactive the account and process the transaction duly signed by Client and submitted to Inmacs Limited; or
- ✓ A telephonic request to reactive the account and process the transaction. Such telephonic request shall be at the specified number of Inmacs limited Further the request shall be processed only after the client provides additional identification as required.

DEBIT TRANSACTION IN DORMANT DEMAT ACCOUNT:

The Demat account wherein no debit transaction had taken place for a continuous period of 6(six) months shall be flagged as Dormant/Inactive accounts. Additional due diligence would be observed over and above the normal verification procedure while processing any debit transactions in such accounts. The transaction shall also be verified with the BO in case of high value debits and details of the process, date, time etc., of the verification on the instruction slip shall be recorded under the signature of a Senior Official.

The above sated policy may vary depending on various rules. Regulations and bye laws as may be prescribed by SEBI, exchanges or any other authority or as per internal policy of Inmacs Limited from time to time. This policy for dormant account is over and above the transaction monitoring in Dormant account as per anti money laundering policy of the company.